

# Devizes Town Council

[www.devizes-tc.gov.uk](http://www.devizes-tc.gov.uk)

## **RECREATION AND PROPERTIES COMMITTEE**

You are summonsed to attend a special meeting of the Recreation & Properties Committee at the following place, date and time.

Date: 14<sup>th</sup> February 2023

Time: Immediately following the Planning Committee

Place: Cheese Hall, The Town Hall, St John's Street

Enquiries: 01380 723333

The Town Mayor: Councillor Corbett

Chairman: Councillor Giraud-Saunders

|              |            |           |         |
|--------------|------------|-----------|---------|
| Councillors: | Britten    | Brown     | East    |
|              | Gay        | Greenwood | Ormerod |
|              | Pennington | Stevens   | Wallis  |
|              | Wooldridge |           |         |

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the meetings held on 3<sup>rd</sup> January 2023 and 17<sup>th</sup> January 2023, which have been circulated alongside the agenda.

### **2. APOLOGIES FOR ABSENCE**

### **3. DISCLOSURES OF INTEREST**

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

#### 4. PUBLIC PARTICIPATION

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business

#### 5. REPORT FOR INFORMATION – PARK CAFÉ PERFORMANCE

The figures provided are to the end of month nine. Income for the 2022/23 financial year to date is currently £54,365 with a gross profit of £28,516 (59% GPP) after cost of sales.

With overheads of £40,375 for April to December, of which salaries equate to £39,243, this delivered net operating loss for the café of £11,859.

A monthly breakdown of Café income and expenditure is attached [\[Doc 5/1\]](#).

This report includes a detailed breakdown of the cost of sales, based on stock levels and purchases for each month.

November figures continue to show the sharp decline in trade from the previous two months and it is clear that, despite the best efforts to hold events and generate income, the cold weather has had a big impact on sales.

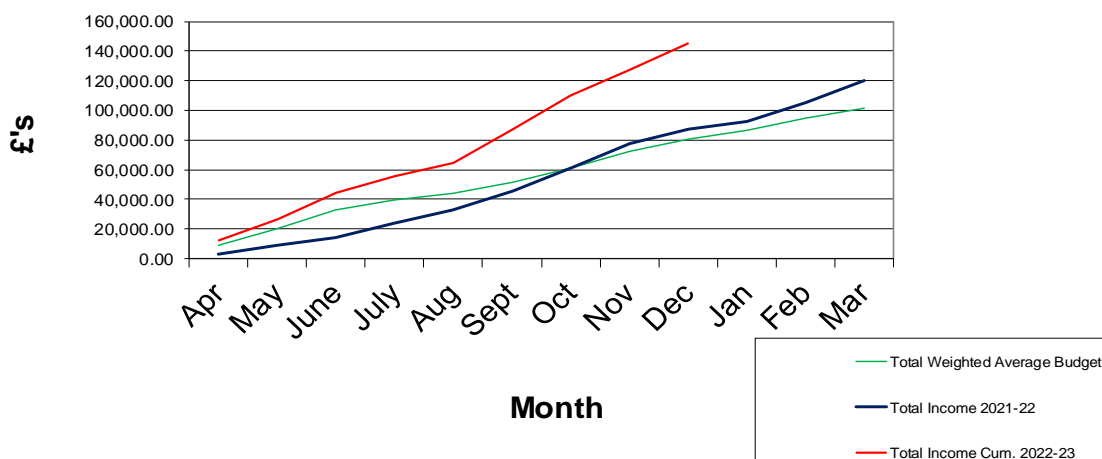
The Café remains in line with the expectations of the budget, which is a **cost to DTC of £30,853 for keeping the Café operational in 2022/23.**

RECREATION & PROPERTIES COMMITTEE  
14<sup>th</sup> February 2023

6. REPORT FOR INFORMATION – VENUES INCOME PERFORMANCE

| VENUES CUMULATIVE INCOME 2022-23     |                  |                  |                  |                  |                  |                  |                   |                   |                   |                  |                   |                   |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|------------------|-------------------|-------------------|
|                                      | Apr              | May              | Jun              | Jul              | Aug              | Sep              | Oct               | Nov               | Dec               | Jan              | Feb               | Mar               |
| TH Weighted Average Budget           | 3,380.00         | 7,695.00         | 12,720.00        | 15,610.00        | 17,715.00        | 20,650.00        | 24,800.00         | 30,105.00         | 33,115.00         | 35,605.00        | 38,895.00         | 41,800.00         |
| TH Income 2021-22                    | 707.93           | 1,830.72         | 3,124.32         | 5,986.65         | 7,913.74         | 11,737.67        | 17,801.88         | 23,026.33         | 24,457.72         | 25,414.81        | 31,215.52         | 35,796.29         |
| <b>TH Income Cum. 2022-23</b>        | <b>3,341.29</b>  | <b>8,174.08</b>  | <b>12,453.02</b> | <b>16,492.86</b> | <b>20,703.86</b> | <b>28,207.86</b> | <b>39,804.86</b>  | <b>44,348.86</b>  | <b>50,240.86</b>  | <b>50,240.86</b> | <b>50,240.86</b>  | <b>50,240.86</b>  |
| CE Weighted Average Budget           | 5,160.00         | 12,600.00        | 19,980.00        | 23,640.00        | 26,640.00        | 30,570.00        | 36,210.00         | 42,390.00         | 47,670.00         | 51,270.00        | 55,710.00         | 59,910.00         |
| CE Income 2021-22                    | 2,247.76         | 7,106.54         | 11,305.86        | 17,508.40        | 24,552.33        | 33,430.78        | 43,409.66         | 54,295.77         | 62,716.59         | 66,955.01        | 73,902.79         | 84,100.56         |
| <b>CE Income Cum. 2022-23</b>        | <b>9,106.27</b>  | <b>18,287.36</b> | <b>31,599.12</b> | <b>38,681.71</b> | <b>43,790.70</b> | <b>58,908.70</b> | <b>70,313.70</b>  | <b>82,814.70</b>  | <b>94,905.70</b>  | <b>94,905.70</b> | <b>94,905.70</b>  | <b>94,905.70</b>  |
| <b>Total Weighted Average Budget</b> | <b>8,540.00</b>  | <b>20,295.00</b> | <b>32,700.00</b> | <b>39,250.00</b> | <b>44,355.00</b> | <b>51,220.00</b> | <b>61,010.00</b>  | <b>72,495.00</b>  | <b>80,785.00</b>  | <b>86,875.00</b> | <b>94,605.00</b>  | <b>101,710.00</b> |
| <b>Total Income 2021-22</b>          | <b>2,955.69</b>  | <b>8,937.26</b>  | <b>14,430.18</b> | <b>23,495.05</b> | <b>32,466.07</b> | <b>45,168.45</b> | <b>61,211.54</b>  | <b>77,322.10</b>  | <b>87,174.30</b>  | <b>92,369.81</b> | <b>105,118.30</b> | <b>119,896.84</b> |
| <b>Total Income Cum. 2022-23</b>     | <b>12,447.56</b> | <b>26,461.44</b> | <b>44,052.14</b> | <b>55,174.57</b> | <b>64,494.56</b> | <b>87,116.56</b> | <b>110,118.56</b> | <b>127,163.56</b> | <b>145,146.56</b> |                  |                   |                   |
| <b>Total Income Mthly. 2022-23</b>   | <b>12,447.56</b> | <b>14,013.88</b> | <b>17,590.70</b> | <b>11,122.43</b> | <b>9,319.99</b>  | <b>22,622.00</b> | <b>23,002.00</b>  | <b>17,045.00</b>  | <b>17,983.00</b>  |                  |                   |                   |

**Town Hall and Corn Exchange Cumulative Monthly Income**



**TOWN HALL INCOME 1 APRIL 2022 TO 31 MARCH 2023**

**MONTHLY INCOME BREAKDOWN**

| Budget                          | April           | May             | June             | July             | August           | September        | October          | November         | December         | January          | February         | March            |
|---------------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Room Hire                       | 3,200.00        | 4,000.00        | 4,800.00         | 2,800.00         | 2,000.00         | 2,800.00         | 4,000.00         | 5,200.00         | 2,800.00         | 2,400.00         | 3,200.00         | 2,800.00         |
| Catering                        | 50.00           | 90.00           | 65.00            | 20.00            | 25.00            | 30.00            | 40.00            | 20.00            | 65.00            | 30.00            | 30.00            | 35.00            |
| Bar                             | 50.00           | 90.00           | 65.00            | 20.00            | 25.00            | 30.00            | 40.00            | 20.00            | 65.00            | 30.00            | 30.00            | 35.00            |
| Wedding Licences                | 30.00           | 45.00           | 30.00            | 30.00            | 30.00            | 45.00            | 30.00            | 45.00            | 15.00            |                  |                  |                  |
| Sundry Income                   | 50.00           | 90.00           | 65.00            | 20.00            | 25.00            | 30.00            | 40.00            | 20.00            | 65.00            | 30.00            | 30.00            | 35.00            |
| <b>Total Monthly</b>            | <b>3,380.00</b> | <b>4,315.00</b> | <b>5,025.00</b>  | <b>2,890.00</b>  | <b>2,105.00</b>  | <b>2,935.00</b>  | <b>4,150.00</b>  | <b>5,305.00</b>  | <b>3,010.00</b>  | <b>2,490.00</b>  | <b>3,290.00</b>  | <b>2,905.00</b>  |
| <b>Total To Date Cumulative</b> | <b>3,380.00</b> | <b>7,695.00</b> | <b>12,720.00</b> | <b>15,610.00</b> | <b>17,715.00</b> | <b>20,650.00</b> | <b>24,800.00</b> | <b>30,105.00</b> | <b>33,115.00</b> | <b>35,605.00</b> | <b>38,895.00</b> | <b>41,800.00</b> |

| Income                          | April           | May             | June             | July             | August           | September        | October          | November         | December         | January          | February         | March            |
|---------------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Room Hire                       | 2,925.09        | 4,247.00        | 3,616.10         | 3,531.16         | 2,767.17         | 4,651.00         | 7,323.00         | 3,663.00         | 1,849.00         |                  |                  |                  |
| Catering                        | 75.96           | 351.25          | 353.17           | 209.59           | 191.25           | 405.00           | 1014.00          | 580.00           | 992.00           |                  |                  |                  |
| Bar                             | 268.99          | 57.45           | 72.33            | 80.81            | 1208.42          | 1,505.00         | 1,933.00         | 127.00           | 2,850.00         |                  |                  |                  |
| Wedding Licences                |                 |                 |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Sundry Income                   | 71.25           | 177.09          | 237.34           | 218.28           | 44.16            | 943.00           | 1,327.00         | 174.00           | 201.00           |                  |                  |                  |
| <b>Total Monthly</b>            | <b>3,341.29</b> | <b>4,832.79</b> | <b>4,278.94</b>  | <b>4,039.84</b>  | <b>4,211.00</b>  | <b>7,504.00</b>  | <b>11,597.00</b> | <b>4,544.00</b>  | <b>5,892.00</b>  |                  |                  |                  |
| <b>Total To Date Cumulative</b> | <b>3,341.29</b> | <b>8,174.08</b> | <b>12,453.02</b> | <b>16,492.86</b> | <b>20,703.86</b> | <b>28,207.86</b> | <b>39,804.86</b> | <b>44,348.86</b> | <b>50,240.86</b> | <b>50,240.86</b> | <b>50,240.86</b> | <b>50,240.86</b> |

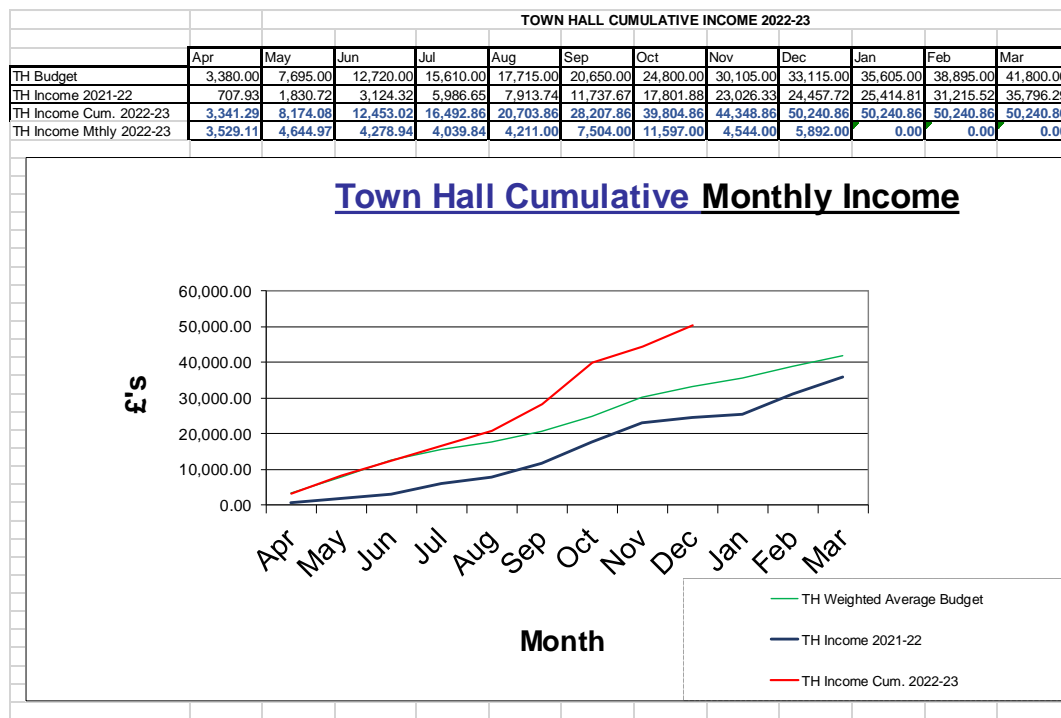
**CUMULATIVE INCOME TO DATE**

| Budget           | April    | May      | June      | July      | August    | September | October   | November  | December  | January   | February  | March     |
|------------------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Room Hire        | 3,200.00 | 7,200.00 | 12,000.00 | 14,800.00 | 16,800.00 | 19,600.00 | 23,600.00 | 28,800.00 | 31,600.00 | 34,000.00 | 37,200.00 | 40,000.00 |
| Catering         | 50.00    | 140.00   | 205.00    | 225.00    | 250.00    | 280.00    | 320.00    | 340.00    | 405.00    | 435.00    | 465.00    | 500.00    |
| Bar              | 50.00    | 140.00   | 205.00    | 225.00    | 250.00    | 280.00    | 320.00    | 340.00    | 405.00    | 435.00    | 465.00    | 500.00    |
| Wedding Licences | 30.00    | 75.00    | 105.00    | 135.00    | 165.00    | 210.00    | 240.00    | 285.00    | 300.00    | 300.00    | 300.00    | 300.00    |
| Sundry Income    | 50.00    | 140.00   | 205.00    | 225.00    | 250.00    | 280.00    | 320.00    | 340.00    | 405.00    | 435.00    | 465.00    | 500.00    |

| Income           | April    | May      | June      | July      | August    | September | October   | November  | December  | January   | February  | March     |
|------------------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Room Hire        | 2,925.09 | 7,172.09 | 10,788.19 | 14,319.35 | 17,086.52 | 21,737.52 | 29,060.52 | 32,723.52 | 34,572.52 | 34,572.52 | 34,572.52 | 34,572.52 |
| Catering         | 75.96    | 427.21   | 499.54    | 580.35    | 1,788.77  | 2,193.77  | 3,207.77  | 3,787.77  | 4,779.77  | 4,779.77  | 4,779.77  | 4,779.77  |
| Bar              | 268.99   | 326.44   | 563.78    | 644.59    | 1,853.01  | 3,358.01  | 5,291.01  | 5,418.01  | 8,268.01  | 8,268.01  | 8,268.01  | 8,268.01  |
| Wedding Licences |          |          |           |           |           |           |           |           |           |           |           |           |
| Sundry Income    | 71.25    | 248.34   | 12,701.36 | 12,919.64 | 12,963.80 | 13,906.80 | 15,233.80 | 15,407.80 | 15,608.80 | 15,608.80 | 15,608.80 | 15,608.80 |

RECREATION & PROPERTIES COMMITTEE  
14<sup>th</sup> February 2023



07/02/2023

Devizes Town Council

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Detailed Income & Expenditure by Budget Heading 07/02/2023

Month No: 9

Cost Centre Report

|  | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>214 TOWN HALL</b>                     |                       |                        |                       |                          |                          |                    |               |                         |
| 1000 TOWN HALL ROOM INCOME               | 2,559                 | 35,673                 | 40,000                | 4,327                    |                          |                    | 89.2%         |                         |
| 1002 TOWN HALL BAR INCOME                | 2,944                 | 13,351                 | 3,000                 | (10,351)                 |                          |                    | 445.0%        |                         |
| 1003 TOWN HALL SUNDRY INCOME             | 167                   | 3,849                  | 3,000                 | (849)                    |                          |                    | 128.3%        |                         |
| 1004 C/EXCHANGE SUNDRY INCOME            | 17                    | 17                     | 0                     | (17)                     |                          |                    | 0.0%          |                         |
| 1005 CATERING AT THE TOWN HALL           | 1,538                 | 12,335                 | 3,700                 | (8,635)                  |                          |                    | 333.4%        |                         |
| 1009 WEDDING LICENCES                    | 0                     | 0                      | 300                   | 300                      |                          |                    | 0.0%          |                         |
| <b>TOWN HALL :- Income</b>               | <b>7,226</b>          | <b>65,225</b>          | <b>50,000</b>         | <b>(15,225)</b>          |                          |                    | <b>130.5%</b> | <b>0</b>                |
| 4000 SALARIES                            | 6,670                 | 52,967                 | 61,199                | 8,232                    |                          | 8,232              | 86.5%         |                         |
| 4003 TEMPORARY/CASUAL STAFF              | 0                     | 2,482                  | 0                     | (2,482)                  |                          | (2,482)            | 0.0%          |                         |
| 4011 COMMERCIAL RATES                    | 1,177                 | 12,660                 | 18,888                | 6,228                    |                          | 6,228              | 67.0%         |                         |
| 4012 WATER RATES                         | 0                     | 174                    | 750                   | 576                      |                          | 576                | 23.1%         |                         |
| 4014 ELECTRICITY                         | (4,630)               | 5,315                  | 6,000                 | 685                      |                          | 685                | 88.6%         |                         |
| 4015 GAS                                 | 43                    | 4,020                  | 4,500                 | 480                      |                          | 480                | 89.3%         |                         |
| 4016 GENERAL STORES                      | 189                   | 2,423                  | 1,000                 | (1,423)                  | 60                       | (1,483)            | 248.3%        |                         |
| 4021 TELEPHONE                           | 0                     | 73                     | 0                     | (73)                     |                          | (73)               | 0.0%          |                         |
| 4023 STATIONERY                          | 0                     | 139                    | 0                     | (139)                    |                          | (139)              | 0.0%          |                         |
| 4032 MARKETING/PROMOTIONS                | 275                   | 523                    | 1,500                 | 977                      |                          | 977                | 34.9%         |                         |
| 4038 MAINTENANCE CONTRACTS               | 907                   | 4,129                  | 6,000                 | 1,871                    | 320                      | 1,551              | 74.1%         |                         |
| 4039 REPLACEMENT TOOLS/EQUIP             | 78                    | 380                    | 1,000                 | 620                      |                          | 620                | 38.0%         |                         |
| 4040 Catering Control                    | 546                   | 8,651                  | 0                     | (8,651)                  |                          | (8,651)            | 0.0%          |                         |
| 4052 MAINTENANCE                         | 90                    | 4,786                  | 5,000                 | 214                      | 569                      | (355)              | 107.1%        |                         |
| 4060 LICENCES                            | 0                     | 3,627                  | 2,300                 | (1,327)                  |                          | (1,327)            | 157.7%        |                         |
| 4062 ANNUAL REPORT                       | 285                   | 285                    | 0                     | (285)                    |                          | (285)              | 0.0%          |                         |
| 4082 WASTE MANAGEMENT                    | 0                     | 1,595                  | 1,650                 | 55                       |                          | 55                 | 96.7%         |                         |
| 4101 TABLE AND SLIP CLOTHS               | 199                   | 1,475                  | 500                   | (975)                    |                          | (975)              | 295.1%        |                         |
| 4113 BAR CONTROL                         | 94                    | 5,249                  | 0                     | (5,249)                  |                          | (5,249)            | 0.0%          |                         |
| 4114 SECURITY                            | 710                   | 1,250                  | 0                     | (1,250)                  |                          | (1,250)            | 0.0%          |                         |
| 4115 SUNDRY EXPENSE CONTROL              | 0                     | 688                    | 0                     | (688)                    |                          | (688)              | 0.0%          |                         |
| 4153 PROTECTIVE CLOTHING                 | 37                    | 65                     | 100                   | 35                       | 44                       | (9)                | 109.2%        |                         |
| 4348 PA SYSTEM TOWN HALL                 | 0                     | 0                      | 0                     | 0                        | 632                      | (632)              | 0.0%          |                         |
| 4601 SUPPORT SERVICES RECHARGE           | 873                   | 6,405                  | 9,803                 | 3,398                    |                          | 3,398              | 65.3%         |                         |
| 4603 SUPPORT SERVICES SALARIES RECH      | 649                   | 5,941                  | 7,301                 | 1,360                    |                          | 1,360              | 81.4%         |                         |
| <b>TOWN HALL :- Indirect Expenditure</b> | <b>8,192</b>          | <b>125,302</b>         | <b>127,491</b>        | <b>2,189</b>             | <b>1,625</b>             | <b>564</b>         | <b>99.6%</b>  | <b>0</b>                |
| <b>Net Income over Expenditure</b>       | <b>(966)</b>          | <b>(60,077)</b>        | <b>(77,491)</b>       | <b>(17,414)</b>          |                          |                    |               |                         |

RECREATION & PROPERTIES COMMITTEE  
14<sup>th</sup> February 2023

07/02/2023

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Month No: 9

Devizes Town Council

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Detailed Income & Expenditure by Budget Heading 07/02/2023

Cost Centre Report

|                                       | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|--------------------|---------------------|--------------------|-----------------------|-----------------------|-----------------|---------|----------------------|
| Grand Totals:- Income                 | 7,226              | 65,225              | 50,000             | (15,225)              |                       |                 | 130.5%  |                      |
| Expenditure                           | 8,192              | 125,302             | 127,491            | 2,189                 | 1,625                 | 564             | 99.6%   |                      |
| <b>Net Income over Expenditure</b>    | <b>(966)</b>       | <b>(60,077)</b>     | <b>(77,491)</b>    | <b>(17,414)</b>       |                       |                 |         |                      |
| <b>Movement to/(from) Gen Reserve</b> | <b>(966)</b>       | <b>(60,077)</b>     |                    |                       |                       |                 |         |                      |

**CORN EXCHANGE INCOME 1 APRIL 2022 TO 31 MARCH 2023**

**MONTHLY INCOME BREAKDOWN**

|                                 | April           | May              | June             | July             | August           | September        | October          | November         | December         | January          | February         | March            |
|---------------------------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Budget</b>                   | <b>Budget</b>   | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    | <b>Budget</b>    |
| Room Hire                       | 3,360.00        | 4,200.00         | 5,040.00         | 2,940.00         | 2,100.00         | 2,940.00         | 4,200.00         | 5,460.00         | 2,940.00         | 2,520.00         | 3,360.00         | 2,940.00         |
| Catering                        | 500.00          | 900.00           | 650.00           | 200.00           | 250.00           | 210.00           | 400.00           | 200.00           | 650.00           | 300.00           | 300.00           | 350.00           |
| Bar                             | 1,000.00        | 1,800.00         | 1,300.00         | 400.00           | 500.00           | 600.00           | 800.00           | 400.00           | 1,300.00         | 600.00           | 600.00           | 700.00           |
| Sundry Income                   | 300.00          | 540.00           | 390.00           | 120.00           | 150.00           | 180.00           | 240.00           | 120.00           | 390.00           | 180.00           | 180.00           | 210.00           |
| <b>Total Monthly</b>            | <b>5,160.00</b> | <b>7,440.00</b>  | <b>7,380.00</b>  | <b>3,660.00</b>  | <b>3,000.00</b>  | <b>3,930.00</b>  | <b>5,640.00</b>  | <b>6,180.00</b>  | <b>5,280.00</b>  | <b>3,600.00</b>  | <b>4,440.00</b>  | <b>4,200.00</b>  |
| <b>Total To Date Cumulative</b> | <b>5,160.00</b> | <b>12,600.00</b> | <b>19,980.00</b> | <b>23,640.00</b> | <b>26,640.00</b> | <b>30,570.00</b> | <b>36,210.00</b> | <b>42,390.00</b> | <b>47,670.00</b> | <b>51,270.00</b> | <b>55,710.00</b> | <b>59,910.00</b> |

|                                 | April           | May              | June             | July             | August           | September        | October          | November         | December         | January          | February         | March            |
|---------------------------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Income</b>                   | <b>Income</b>   | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    | <b>Income</b>    |
| Room Hire                       | 6,745.24        | 6,750.00         | 9,584.85         | 4,718.49         | 3,070.16         | 7,614.00         | 8,912.00         | 9,453.00         | 7,893.00         |                  |                  |                  |
| Catering                        | 53.71           | 117.82           | 897.24           | 272.41           |                  | 287.00           | 155.00           | 443.00           | 523.00           |                  |                  |                  |
| Bar                             | 2,224.99        | 2,000.00         | 2,001.98         | 2,000.00         | 2,000.00         | 5,511.00         | 2,000.00         | 2,076.00         | 3,289.00         |                  |                  |                  |
| Sundry Income                   | 82.33           | 313.27           | 827.69           | 91.69            | 38.83            | 1,706.00         | 338.00           | 529.00           | 386.00           |                  |                  |                  |
| <b>Total Monthly</b>            | <b>9,106.27</b> | <b>9,181.09</b>  | <b>13,311.76</b> | <b>7,082.59</b>  | <b>5,108.99</b>  | <b>15,118.00</b> | <b>11,405.00</b> | <b>12,501.00</b> | <b>12,091.00</b> |                  |                  |                  |
| <b>Total To Date Cumulative</b> | <b>9,106.27</b> | <b>18,287.36</b> | <b>31,599.12</b> | <b>38,681.71</b> | <b>43,790.70</b> | <b>58,908.70</b> | <b>70,313.70</b> | <b>82,814.70</b> | <b>94,905.70</b> | <b>94,905.70</b> | <b>94,905.70</b> | <b>94,905.70</b> |

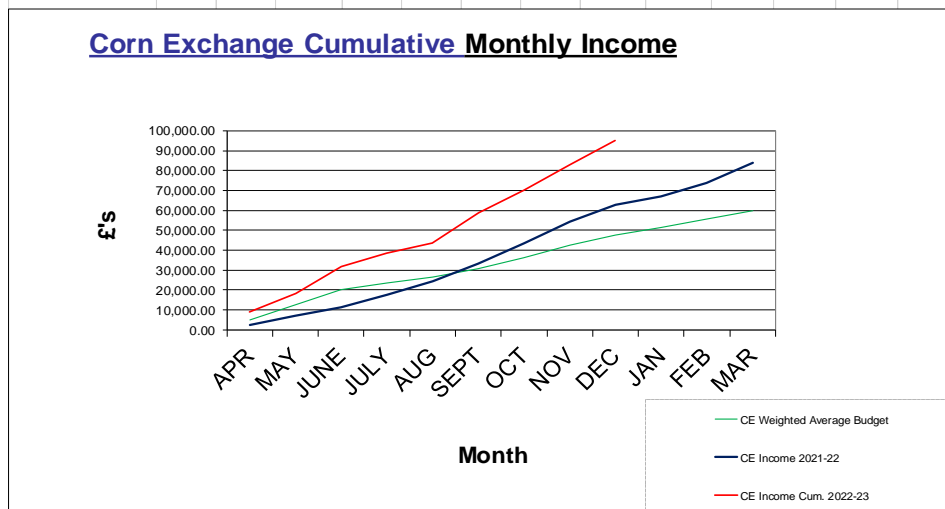
**CUMULATIVE INCOME TO DATE**

|               | April         | May           | June          | July          | August        | September     | October       | November      | December      | January       | February      | March         |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> | <b>Budget</b> |
| Room Hire     | 3,360.00      | 7,560.00      | 12,600.00     | 15,540.00     | 17,640.00     | 20,580.00     | 24,780.00     | 30,240.00     | 33,180.00     | 35,700.00     | 39,060.00     | 42,000.00     |
| Catering      | 500.00        | 1,400.00      | 2,050.00      | 2,250.00      | 2,500.00      | 2,710.00      | 3,110.00      | 3,310.00      | 3,960.00      | 4,260.00      | 4,560.00      | 4,910.00      |
| Bar           | 1,000.00      | 2,800.00      | 4,100.00      | 4,500.00      | 5,000.00      | 5,600.00      | 6,400.00      | 6,800.00      | 8,100.00      | 8,700.00      | 9,300.00      | 10,000.00     |
| Sundry Income | 300.00        | 840.00        | 1,230.00      | 1,350.00      | 1,500.00      | 1,680.00      | 1,920.00      | 2,040.00      | 2,430.00      | 2,610.00      | 2,790.00      | 3,000.00      |

|               | April         | May           | June          | July          | August        | September     | October       | November      | December      | January       | February      | March         |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> | <b>Income</b> |
| Room Hire     | 6,745.24      | 13,495.24     | 23,080.09     | 27,798.58     | 30,868.74     | 38,482.74     | 47,394.74     | 56,847.74     | 64,740.74     | 64,740.74     | 64,740.74     | 64,740.74     |
| Catering      | 53.71         | 171.53        | 1,068.77      | 1,341.18      | 1,341.18      | 1,628.18      | 1,783.18      | 2,226.18      | 2,749.18      | 2,749.18      | 2,749.18      | 2,749.18      |
| Bar           | 2,224.99      | 4,224.99      | 6,226.97      | 8,226.97      | 10,226.97     | 15,737.97     | 17,737.97     | 19,813.97     | 23,102.97     | 23,102.97     | 23,102.97     | 23,102.97     |
| Sundry Income | 82.33         | 395.60        | 1,223.29      | 1,314.98      | 1,353.81      | 3,059.81      | 3,397.81      | 3,926.81      | 4,312.81      | 4,312.81      | 4,312.81      | 4,312.81      |

RECREATION & PROPERTIES COMMITTEE  
14<sup>th</sup> February 2023

| CORN EXCHANGE CUMULATIVE INCOME 2022-23 |          |           |           |           |           |           |           |           |           |           |           |           |
|---|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|   | Apr      | May       | Jun       | Jul       | Aug       | Sep       | Oct       | Nov       | Dec       | Jan       | Feb       | Mar       |
| CE Budget                               | 5,160.00 | 12,600.00 | 19,980.00 | 23,640.00 | 26,640.00 | 30,570.00 | 36,210.00 | 42,390.00 | 47,670.00 | 51,270.00 | 55,710.00 | 59,910.00 |
| CE Income 2021-22                       | 2,247.76 | 7,106.54  | 11,305.86 | 17,508.40 | 24,552.33 | 33,430.78 | 43,409.66 | 54,295.77 | 62,716.59 | 66,955.01 | 73,902.79 | 84,100.56 |
| CE Income Cum. 2022-23                  | 9,106.27 | 18,287.36 | 31,599.12 | 38,681.71 | 43,790.70 | 58,908.70 | 70,313.70 | 82,814.70 | 94,905.70 | 94,905.70 | 94,905.70 | 94,905.70 |
| CE Income Mthly. 2022-23                | 9,106.27 | 9,181.09  | 13,311.76 | 7,082.59  | 5,108.99  | 15,118.00 | 11,405.00 | 12,501.00 | 12,091.00 | 0.00      | 0.00      | 0.00      |



07/02/2023

14:05

Devizes Town Council

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Detailed Income & Expenditure by Budget Heading 07/02/2023

Month No: 9

Cost Centre Report

|  | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent       | Transfer to/from EMR |
|--|--------------------|---------------------|--------------------|-----------------------|-----------------------|-----------------|---------------|----------------------|
| <b>215 CORN EXCHANGE</b>                     |                    |                     |                    |                       |                       |                 |               |                      |
| 1001 CORN EXCHANGE ROOM INCOME               | 8,433              | 65,267              | 42,000             | (23,267)              |                       |                 | 155.4%        |                      |
| 1003 TOWN HALL SUNDRY INCOME                 | 34                 | 34                  | 0                  | (34)                  |                       |                 | 0.0%          |                      |
| 1004 C/EXCHANGE SUNDRY INCOME                | 369                | 4,062               | 3,000              | (1,062)               |                       |                 | 135.4%        |                      |
| 1005 CATERING AT THE TOWN HALL               | 133                | 133                 | 0                  | (133)                 |                       |                 | 0.0%          |                      |
| 1006 CATERING AT THE CORN EXCHANGE           | 566                | 3,623               | 5,000              | 1,377                 |                       |                 | 72.5%         |                      |
| 1007 CORN EXCHANGE BAR INCOME                | 3,362              | 24,435              | 10,000             | (14,435)              |                       |                 | 244.4%        |                      |
| <b>CORN EXCHANGE :- Income</b>               | <b>12,897</b>      | <b>97,555</b>       | <b>60,000</b>      | <b>(37,555)</b>       |                       |                 | <b>162.6%</b> | <b>0</b>             |
| 4000 SALARIES                                | 6,670              | 52,967              | 61,199             | 8,232                 |                       | 8,232           | 86.5%         |                      |
| 4003 TEMPORARY/CASUAL STAFF                  | 0                  | 2,482               | 0                  | (2,482)               |                       | (2,482)         | 0.0%          |                      |
| 4011 COMMERCIAL RATES                        | 705                | 7,579               | 11,307             | 3,728                 |                       | 3,728           | 67.0%         |                      |
| 4012 WATER RATES                             | 0                  | 206                 | 6,000              | 5,794                 |                       | 5,794           | 3.4%          |                      |
| 4014 ELECTRICITY                             | 6,549              | 19,264              | 15,000             | (4,264)               |                       | (4,264)         | 128.4%        |                      |
| 4015 GAS                                     | 0                  | 66                  | 70                 | 4                     |                       | 4               | 94.1%         |                      |
| 4016 GENERAL STORES                          | 105                | 2,002               | 1,000              | (1,002)               | 37                    | (1,039)         | 203.9%        |                      |
| 4021 TELEPHONE                               | 9                  | 144                 | 0                  | (144)                 |                       | (144)           | 0.0%          |                      |
| 4023 STATIONERY                              | 0                  | 139                 | 0                  | (139)                 |                       | (139)           | 0.0%          |                      |
| 4032 MARKETING/PROMOTIONS                    | 275                | 523                 | 1,500              | 977                   |                       | 977             | 34.9%         |                      |
| 4038 MAINTENANCE CONTRACTS                   | 106                | 6,190               | 9,500              | 3,310                 |                       | 3,310           | 65.2%         |                      |
| 4039 REPLACEMENT TOOLS/EQUIP                 | 78                 | 789                 | 1,000              | 211                   |                       | 211             | 78.9%         |                      |
| 4040 Catering Control                        | 43                 | 233                 | 0                  | (233)                 |                       | (233)           | 0.0%          |                      |
| 4041 EQUIPMENT HIRE                          | 0                  | 290                 | 0                  | (290)                 |                       | (290)           | 0.0%          |                      |
| 4052 MAINTENANCE                             | 393                | 2,825               | 3,000              | 175                   | 115                   | 60              | 98.0%         |                      |
| 4060 LICENCES                                | 12                 | 3,053               | 3,000              | (53)                  |                       | (53)            | 101.8%        |                      |
| 4082 WASTE MANAGEMENT                        | 0                  | 1,537               | 1,300              | (237)                 |                       | (237)           | 118.3%        |                      |
| 4101 TABLE AND SLIP CLOTHS                   | 199                | 265                 | 2,000              | 1,735                 |                       | 1,735           | 13.2%         |                      |
| 4113 BAR CONTROL                             | 73                 | 73                  | 0                  | (73)                  |                       | (73)            | 0.0%          |                      |
| 4114 SECURITY                                | 540                | 1,692               | 0                  | (1,692)               |                       | (1,692)         | 0.0%          |                      |
| 4115 SUNDRY EXPENSE CONTROL                  | 0                  | 500                 | 0                  | (500)                 |                       | (500)           | 0.0%          |                      |
| 4153 PROTECTIVE CLOTHING                     | 37                 | 53                  | 100                | 47                    | 42                    | 5               | 94.6%         |                      |
| 4601 SUPPORT SERVICES RECHARGE               | 873                | 6,405               | 9,803              | 3,398                 |                       | 3,398           | 65.3%         |                      |
| 4603 SUPPORT SERVICES SALARIES RECH          | 649                | 5,941               | 7,301              | 1,360                 |                       | 1,360           | 81.4%         |                      |
| <b>CORN EXCHANGE :- Indirect Expenditure</b> | <b>17,315</b>      | <b>115,218</b>      | <b>133,080</b>     | <b>17,862</b>         | <b>194</b>            | <b>17,668</b>   | <b>86.7%</b>  | <b>0</b>             |
| <b>Net Income over Expenditure</b>           | <b>(4,418)</b>     | <b>(17,663)</b>     | <b>(73,080)</b>    | <b>(55,417)</b>       |                       |                 |               |                      |
| <b>Grand Totals:- Income</b>                 | <b>12,897</b>      | <b>97,555</b>       | <b>60,000</b>      | <b>(37,555)</b>       |                       |                 | <b>162.6%</b> |                      |
| <b>Expenditure</b>                           | <b>17,315</b>      | <b>115,218</b>      | <b>133,080</b>     | <b>17,862</b>         | <b>194</b>            | <b>17,668</b>   | <b>86.7%</b>  |                      |
| <b>Net Income over Expenditure</b>           | <b>(4,418)</b>     | <b>(17,663)</b>     | <b>(73,080)</b>    | <b>(55,417)</b>       |                       |                 |               |                      |
| <b>Movement to/(from) Gen Reserve</b>        | <b>(4,418)</b>     | <b>(17,663)</b>     |                    |                       |                       |                 |               |                      |

## **7. REPORT FOR INFORMATION – CRAMMER WORKING PARTY**

In the autumn of 2022, the Council agreed to set up a small Crammer working party following the incident of a vehicle fire. Water was used to put out the fire, and this water ran into the Crammer from the vehicle. At that time, it was unclear what lasting effect this incident would have in relation to the overall condition of the water, its silt and the surrounding wild-life.

In 2008, prior to the wall adjacent to the church yard being erected, the Council undertook both water and silt samples ahead of any work. This has provided a benchmark for gauging any changes in water quality over the next 14 years.

New tests conducted last autumn were undertaken by the same company. We can therefore be satisfied that the sampling and testing were done in the same way.

From this work, it was clear that on neither occasion were there any concerns raised about the water level or silt contamination, and the report notes that results from the current investigation do not reflect any significant elevation of contamination level compared to the previous 2008 investigation results. These 2008 samples generally showed low concentration levels of potential contaminants within the groundwater.

Satisfied that there is no risk to health, and giving its nature as an open urban pond, the working party then wanted to consider what might be possible to help manage the crammer better as a wildlife feature. Furthermore, if this were a cause of action, what would be the impact on the heritage value of this town feature and what would be the challenges to promoting wildlife features in this location. Once these answers are better understood, wider consultation may be undertaken.

To help the working party gather this pre-consultation information, officers have met a company that specialise in waterways improvements. They are now in the process of consulting with organisations such as the Trust for Devizes and St James' Church to better understand the Crammers local heritage value, as well as talking to a resident who is concerned about the way local wildlife struggle with the Crammers current layout.

It is hoped that later in the spring, the Council will undertake wider consultation with residents about the future of the Crammer. The Council will be able to provide some idea as to the costs involved in undertaking some simple intervention initiatives whilst explaining what might be the impact on the Crammer in relation to its historic importance.

**8. REPORT FOR INFORMATION – MARKETS MANAGER UPDATE**

The Shambles Units

There have been no changes in trader movement since the last Recreation & Properties Committee report. The occupancy figures for the top half of the Shambles are still holding at 100%. The units are helping to improve the footfall by advertising themselves.

Lines have been painted outside the units to guide traders on how far out into the walk ways they can display their goods, making it clearer for shoppers to see up all the stalls and ensure a degree of uniformity.

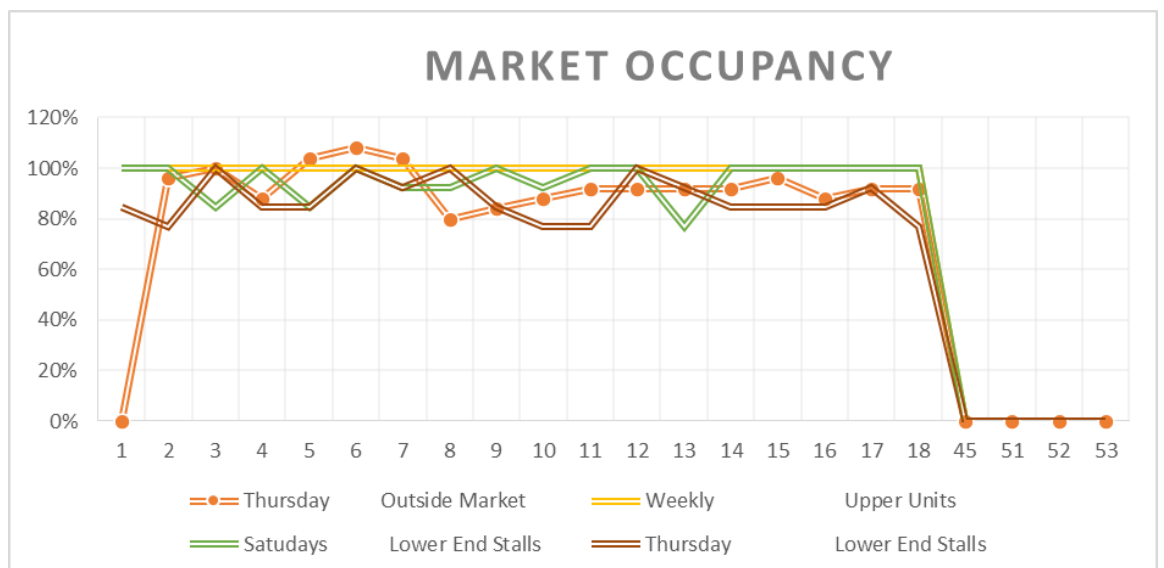
The Shambles Lower End

Thursdays in the lower end of the Shambles have been averaging around 88% a week, with quite a few new traders and old traders coming into the Shambles. The buildings also host a few charities each week as it feels where there is capacity, this support more generally the wellbeing of the town.

The Saturday Shambles market in the lower half is currently generating an average weekly occupancy of 99.4% with more regular traders than occasional.

Thursday Market Place

Thursday outdoor market occupancy is currently averaging 90.8% with a good mix of regular traders and occasional traders. There has also be a growth in new traders joining the outdoor market, which has resulted in a need to expand the market area past the fountain, which all helps to make the Market Place feel busier.





### Signage To the Shambles

The signs to the Shambles have been put up and it draws more people to come to the building to check out the stalls.

### Education/ Visitor Boards

The new history/ visitor boards have been completed and have been put up in the lower hall. Traders are happy about this, as they believe it will bring some variation into the Shambles by depicting the town's past with hope that it will bring in more visitors into the building.

### Shambles Office

The Shambles office is now cleared out and in use by the Market Manager, which has already had a few comments from traders in that this is an improvement and makes the Shambles look cleaner and people are coming to the office to get information about trading.

### Community Fridge

The community fridge has been going now for a couple months with some good and bad feedback. The good is that it is good for the community and helps with waste, The bad is the location of the fridge and the fact that it is only open 1 day a week for 2 hours.

### Farmers Market

The farmer's market is averaging between 10 – 12 traders each month with more traders booked in to start trading to increase the market. The traders have no complaints to hand and are happy with the footfall they receive.

### Events

The Market Manager has again organised Italian auto moto festival for July 15<sup>th</sup> – 16<sup>th</sup> Where they want to bring up to 100 Italian cars on display in the market place with the option of closing the road to get more cars. The cars include Ferrari, Lamborghini, Maserati, Fiat and Lancia. The event was well received last year, with very positive feedback.

## **9. EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES**

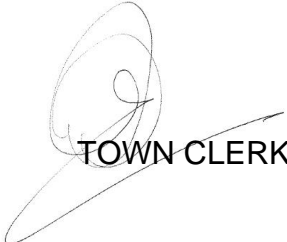
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## **10. QUESTION TIME**

A short time is allowed at the discretion of the Chairman for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

RECREATION & PROPERTIES COMMITTEE  
14<sup>th</sup> February 2023

At least 24 hours' notice must be given to Officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk



TOWN CLERK

| PARK CAFÉ 2022/23  |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              | Doc5/1       |              |               |              |
|--------------------|--------------------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------|---------------|--------------|--------------|--------------|---------------|--------------|
|                    | APR                      |             | MAY          |              | JUNE         |              | JULY         |              | AUGUST       |              | SEPT         |              | OCT          |             | NOV           |              | DEC          | YTD TOTAL    |               |              |
| <b>INCOME</b>      |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
| 1182               | ACTUAL INCOME            | 6217        |              | 5287         |              | 7033         |              | 6318         |              | 10226        |              | 4625         |              | 5105        |               | 2311         |              | 1175         | 48297         |              |
| 1167               | EVENTS INCOME            | 320         |              | 0            |              | 0            |              | 188          |              | 460          |              | 100          |              | 4637        |               |              |              | 363          | 6068          |              |
|                    | TOTAL INCOME             | 6537        |              | 5287         |              | 7033         |              | 6506         |              | 10686        |              | 4725         |              | 9742        |               | 2311         |              | 1538         | 54365         |              |
|                    | <b>BUDGETED INCOME</b>   | <b>4050</b> |              | <b>4275</b>  |              | <b>4275</b>  |              | <b>6120</b>  |              | <b>7290</b>  |              | <b>4365</b>  |              | <b>3555</b> |               | <b>1710</b>  |              | <b>1350</b>  | <b>45000</b>  |              |
| <b>EXPENDITURE</b> |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
| 4122               | PURCHASE OF STOCK        | 1043        |              | 3324         |              | 4247         |              | 1781         |              | 5797         |              | 1576         |              | 2175        |               | 827          |              | 954          | 21724         |              |
|                    | OPENING STOCK            | 1472        |              | 900          |              | 1578         |              | 3634         |              | 1556         |              | 2385         |              | 2375        |               | 2102         |              | 2002         | 19841         |              |
|                    | (LESS) CLOSING STOCK     | -900        |              | -1578        |              | -3634        |              | -1556        |              | -2385        |              | -2375        |              | -2102       |               | -2002        |              | -1837        | -18369        |              |
|                    | TOTAL COST OF SALES      | 1615        |              | 2646         |              | 2191         |              | 3859         |              | 4969         |              | 1586         |              | 2448        |               | 927          |              | 1119         | 23196         |              |
| 4451               | EVENTS EXPENDITURE       | 326         |              | 0            |              | 0            |              | 560          |              | 520          |              | 135          |              | 1280        |               | 0            |              | -168         | 2653          |              |
|                    | CONSUMABLES              | 0           |              | 0            |              | 0            |              | 0            |              | 0            |              | 0            |              | 0           |               | 0            |              | 0            | 0             |              |
|                    | TOTAL DIRECT COSTS       | 1941        |              | 2646         |              | 2191         |              | 4419         |              | 5489         |              | 1721         |              | 3728        |               | 927          |              | 951          | 25849         |              |
|                    | <b>GROSS PROFIT</b>      | <b>4596</b> | <b>73.9%</b> | <b>2641</b>  | <b>49.9%</b> | <b>4842</b>  | <b>68.9%</b> | <b>2087</b>  | <b>33.0%</b> | <b>5197</b>  | <b>50.8%</b> | <b>3004</b>  | <b>65.0%</b> | <b>6014</b> | <b>117.8%</b> | <b>1384</b>  | <b>59.9%</b> | <b>587</b>   | <b>28516</b>  | <b>59.0%</b> |
| <b>OVERHEADS</b>   |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
| 4014               | UTILITIES                | 0           |              | 0            |              | 0            |              | 0            |              | 0            |              | 0            |              | 0           |               | 0            |              | 0            | 0             |              |
| 4223               | BANK CHARGES             | 51          |              | 237          |              | 27           |              | 0            |              | 63           |              | 71           |              | 65          |               | 98           |              | 78           | 691           |              |
| 4021               | PHONE                    | 21          |              | 21           |              | 21           |              | 23           |              | 55           |              | 56           |              | 55          |               | 55           |              | 55           | 362           |              |
| 4038               | MAINTENANCE              | 0           |              | 0            |              | 78           |              | 0            |              | 0            |              | 0            |              | 0           |               | 0            |              | 0            | 78            |              |
| 4000               | PAYROLL                  | 3812        |              | 3835         |              | 4026         |              | 3840         |              | 5060         |              | 4274         |              | 4047        |               | 6460         |              | 3889         | 39243         |              |
|                    | TOTAL OVERHEADS          | 3884        |              | 4094         |              | 4152         |              | 3863         |              | 5179         |              | 4401         |              | 4167        |               | 6613         |              | 4022         | 40375         |              |
|                    | <b>NET PROFIT/(LOSS)</b> | <b>712</b>  |              | <b>-1453</b> |              | <b>691</b>   |              | <b>-1776</b> |              | <b>18</b>    |              | <b>-1397</b> |              | <b>1847</b> |               | <b>-5229</b> |              | <b>-3435</b> | <b>-11859</b> |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    |                          |             |              |              |              |              |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
| 4601               | SUPPORT SERVICES         | 343         |              | 1165         |              | 661          |              | 267          |              | 554          |              | 373          |              | 291         |               | 372          |              | 635          | 4660          |              |
| 4603               | SUPPORT SALARIES         | 243         |              | 680          |              | 462          |              | 444          |              | 475          |              | 435          |              | 441         |               | 669          |              | 472          | 4320          |              |
|                    | STOCK ADJUSTMENT         | 572         |              | -678         |              | -2056        |              | 2078         |              | -829         |              | 10           |              | 273         |               | 100          |              | 165          | 1472          |              |
|                    | EVENTS EXP ADJUSTMENT    | -242        |              | 242          |              | 560          |              | -560         |              | 500          |              | 0            |              | -304        |               | 304          |              | 0            | 500           |              |
|                    | OTHER ADJUSTMENTS        |             |              | 198          |              | -241         |              |              |              |              |              |              |              |             |               |              |              |              |               |              |
|                    | <b>TOTAL</b>             | <b>940</b>  |              | <b>-4415</b> |              | <b>-2807</b> |              | <b>151</b>   |              | <b>-2339</b> |              | <b>-2195</b> |              | <b>1692</b> |               | <b>-6474</b> |              | <b>-4377</b> | <b>-19867</b> |              |
|                    | BALANCE PER RIALTAS      | 918         |              | -4438        |              | -2880        |              | 226          |              | -2339        |              | -2195        |              | 1692        |               | -6474        |              | -4378        | -6174         |              |
|                    | DISCREPANCY              | 22          |              | 23           |              | 73           |              | -75          |              | 0            |              | 0            |              | 0           |               | 0            |              | 1            | -13693        |              |